

# Greater Phoenix Ryan White HIV Services Planning Council

## Planning Council Minutes

4041 N. Central Avenue, Phoenix, AZ 85012  
 Planning Council Support Office: (888) 235-1653 Fax: (888) 894.2674

### MINUTES

#### Planning Council

Tuesday, June 29, 2021 ZOOM

TELECONFERENCING



Planning Council Members			Planning Council Members			Recipient Staff		Guests
Steve Gallardo	A		Dan Lindell	P		Carmen Batista	P	Colette Kruse
Duvia Lozano <i>Alternate: Daniel Iniguez</i>	- P		Deborah Elliot	P		Jeremy Hyvarinen	A	Eva Steele
Chuck Peterson	A		Eric Eason	A		Chantie Coleman	A	John Saper
Erica TeKampe <i>Alternate: Philip Seeger</i>	P -		Eric Moore	P		Karina Tello-Medina	P	Yanitza Soto
Rodney Lofton	A		Merlin Gross	A		Lisa Espinosa	P	Bud Sadler
Ricardo Fernandez <i>Alternate: Jimmy Borders</i>	P P		Randall Furrow	P		Alaina Rinne	P	
Raulina Ashukem	P		Meaghan Kramer	P		Phyllis Hardy	A	
Taylor Kirkman <i>Alternate: Christie Blanda</i>	P P		Rocco Cook	P		Max Porter	P	
Deborah Reardon-Maynard	P		Chuck Albrecht	P		Cynthia Quinn	P	
Anthony Holscher	P					Kate Thomas	P	
Carmen Terrell	P							
Casey Johnson	A							
<b>P = Present      EX = Excused Absence      A = Absent       = Phone/Zoom</b>								
Support Staff: Thomas Rodriguez-Schucker and Michael Koran								

<b>Call to order</b>	Randall Furrow, called the meeting to order at 2:35 pm
<b>Determination of Quorum</b>	14 of 20 members present at 2:45 pm <b>QUORUM ESTABLISHED</b>
<b>Welcome and Introductions</b>	The Chair welcomed Planning Council members and guests. The Chair asked everyone to announce their name and for Planning Council members to declare any conflicts of interest for the record. A moment of silence for those affected by HIV was observed.
<b>Approval of the Minutes from April 27, 2021</b>	A motion to approve the April 27, 2021 minutes was made by C. Albrecht and 2 <sup>nd</sup> by M. Kramer; The agenda was approved by unanimous vote.

Business Item	Discussion / Motion	Action
Chair Update	All of the items I wanted to bring up are already in the agenda for today's meeting so with that said I will turn it over to the Recipient's Office.	

Business Item	Discussion / Motion	Action
RWHAP Part A Recipient's Office Update	<p><b>Updates:</b>  Maricopa County - working on a return-to-work plan which will go into effect in August. We are planning to continue remote working. We have rented out space to the COVID Response team at Maricopa.  Submitted the HRSA Site Visit - response submitted.  Lisa will have an update on the EHE Federal Site Visit that we completed in June.  We are getting ready this summer to host some virtual work groups around adding the third tier of health information and referrals. We are also having a lot of discussions about access and our websites and how we can make it easier for people to connect to care, especially those that are not coming through Rapid Start.</p> <p><b>Staff changes:</b>  Conditional offer for the new Dental Coordinator.  Conditional offer for the Community Engagement Coordinator.  Kate Thomas as the Sr. Health Educator under EHE.  We have just posted a fiscal business analyst position. Phyllis Hardy is retiring on August 1st.</p> <p><b>Expenditures and Allocations:</b>  Another big year for allocations and watching the funds. Fiscal monitoring is one of the most important tasks that the Planning Council does and we will be having more detailed allocation discussions during upcoming CHPS meetings.  We had PSRA about 9 months ago, and we've received our award and have at least the first two months of billing data and we need to finalize our allocations for the current grant year. The current grant year is March 2021 to February 2020.</p> <p>Showing under-spent between 700,000 and 1.6 million. Will be able to take \$300,000 off of carryover.  Increases for mental health and food vouchers.</p>	<p><b>Motion to approve the recommendations from the Recipient's Office.</b>  <b>Motion:</b>  C. Albrecht  <b>Second:</b>  A. Holscher  <b>In Favor:</b>  D. Iniguez-For,  E. Tekampe-For,  R. Fernandez-For,  R. Ashukem- For,  T. Kirkman-For,  D. Reardon-Maynard-For,  A. Hoelscher-For,  C. Terrell -Abstain,  C. Albrecht-For,  D. Elliot-For,  E. Moore-For,  M. Kramer-For,  R. Cook-For,</p> <p>Motion Passes with 12 For and 2 Abstentions.</p>

	<b>Request:</b> Allocations discussions will be occurring during CHPS Committee.	
CHPS Committee Update	Taylor Kirkman shared that the Housing Workgroup is still meeting and will have future reports for us as they meet again. Thomas Schucker shared a powerpoint presentation on the updated PSRA Methodology.	Discussion Only. No Action
TEAM Committee Update	<p>Chuck Albrecht, introduced the Three new members submitted by the TEAM Committee and the two members for Renewals. The three new members consisted of Colette Kruse(Community Member), Eva Steele(Community Member), and Hannah Throcell(Alternate Member for Native Health). The three new members each received a few minutes to speak about themselves and why they want to be members. The two members up for renewals include Ricardo Fernandez and Jimmy Borders. A motion was made by Meaghan Kramer to approve all five members as a slate. The motion was seconded by Rocko Cook. The Vote was Completed by a Roll Call Vote.</p> <p>We have made great progress with our Policies and Procedures and will be sending those on to STaR for review.</p> <p>C. Albrecht, R. Furrow, T. Shucker and M. Koran recently completed a 5 month training with PCHAT on Recruitment and Retention.</p>	<p><b>Motion to approve all five members as a slate vote.</b></p> <p><b>Motion:</b></p> <p>M. Kramer</p> <p><b>Second:</b></p> <p>R. Cook</p> <p><b>Roll Call Vote:</b></p> <p>D. Iniquez-For, E. Tekampe-For, R. Fernandez-Abstain, R. Ashukem-For, T. Kirkman-For, D. Reardon-Maynard-For, A. Hoelscher-For, C. Terrell -For, C. Albrecht-For, D. Elliot-For, E. Moore-For, M. Kramer-For, R. Cook-For, Motion Passes with 12 For and 2 Abstentions.</p>

STaR Committee Update	Eric Moore presented the STaR Committee Report. We are currently working on the Policies and Procedures. Hopefully, we will be finishing at our next committee meeting and then we will review any that come from other committees. We will then work on the last of our Service Standards we need to review.	Discussion Only. No Action
Ending the HIV Epidemic Report	<p>HRSA Site Visit: Strengths:</p> <ul style="list-style-type: none"> <li>-Strong Partnership with State, Surveillance and Planning council</li> <li>-Strong Community Engagements Activities - Feedback reports are create and utilized to create recommendations and implement changes.</li> <li>-Strong Media Campaign design - designed specific for Maricopa County by obtaining recommendations from the community from the campaign design to community participation</li> </ul> <p>Recommendations: EFA under EHE- Utilize for priority populations</p> <p>EHE Activities CHW Program - Open Recruitment - Application Deadline is 07/25 and classes start in August 2, 2021</p> <p>EHE Senior Health Educator - Kate Thomas - Build New Partnerships with medical Providers and academic institutions. Community Engagement Sessions - Kaizen Groups Support the CHW Program Support for the Newly Diagnosed University</p>	Discussion Only. No Action

Business Item	Discussion / Motion	Action
Ryan White Part B/ADAP Report.	R. Fernandez gave a quick report. We have had some updates on our Needs Assessment, we have an overwhelming response to our surveys. We met our Goals immediately and have received over 1,000 responses.	Discussion Only. No Action
	<b>MOTION TO EXTEND THE MEETING BY 15 MINUTES: C. Albrecht SECONDED: A. Hoelscher</b>	<b>Motion Passed Unanimously</b>
Ryan White Part C Report.	R. Ashukem shared that Valleywise is looking for two new navigator positions. We have a new Psychiatrist working with our patients. We will be starting an expansion of our clinic services to the Peoria Area in August.	Discussion Only. No Action
Ryan White Part D Report.	T. Kirkman shared that we are coming up to the end of the Grant Year in August. We are looking for a youth transition coordinator to transition youth into adult health services. Submitted our Part C Competitive Application.	Discussion Only. No Action
Parking Lot Items	Please if you have time to join us at this upcoming month's CHPS Committee meeting we would love to discuss the PSRA at this meeting.	Discussion Only. No Action
Current Event Summaries	None.	Discussion Only. No Action
Call to the Public	None.	Discussion Only. No Action

## SCHEDULE OF NEXT MEETINGS

**Adjournment**

**4:01 pm**

**Signature:**

  
Randall Furrow (Sep 7, 2021 10:32 PDT)

**Email:** randallfurrow@aol.com

Sep 7, 2021









# 2021.6.29 Planning Council

Final Audit Report

2021-09-07

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